

Washington Preservation Initiative
Advisory Group Minutes
May 22, 2003

Present: Gary Menges, UW, Chair
Gudrun Aurand, WSU
Jill Bourne, Seattle Public Library
Lee Dirks, Microsoft
Linda Pierce, Gonzaga
Kathryn Hamilton Wang, WSL
Susan Barrett (WSL Project Mgr)

Absent: Eric Palo, Renton Technical Institute
Margaret Riddle, Everett Public Library

Background:

At the 1998 ALA Midwinter Meeting in New Orleans, Mark Watson, University of Oregon, and Gary Menges, University of Washington, met with representatives of the Regional Alliance for Preservation (RAP) to discuss how RAP members might extend their preservation services to the Pacific Northwest. This resulted in the School for Scanning being presented at the UW in September 2000 with 340 attendees. Then a Regional Preservation Conference—Swimming Upstream--was held the day after. The basic situation is that everyone likes the idea of preservation, but that it has proven difficult to insert into other institutional priorities. For preservation efforts, the customers are not yet born. (<http://www.lib.washington.edu/Preservation/swimmingupstream.html>).

Washington Preservation Initiative Proposal:

Gary wrote a proposal (see attachment to agenda) for a Washington Preservation Initiative, which was accepted by the Library Council of Washington and then postponed for a year, with a pared-down budget of \$131,000. With a late start due to delayed Congressional funding of LSTA, the initiative will now begin activities for federal fiscal year 2003, for completion by Sept. 30, 2004. The intended outcome would be to build a cadre of preservation skills and interests, for sustainability of such endeavors. Parts of the initiative will include a needs assessment, workshops, and a grant cycle.

Gudrun reminded that activities with this initiative should emphasize preservation, not digitization. Linda mentioned that this is the only initiative that really touches on materials.

Workshops:

Linda suggested hooking the audience with interest in the subject of disaster planning, which can impact libraries of any size or type, then proceeding to workshops on other aspects of preservation.

See meeting handout- "Proposed Workshops".

The workshops would be presented in both Seattle and Spokane, at the UW and at Gonzaga, which has a facility in the library that will seat 65. We would not have to pay rental for either site. The workshop length would be all day, possibly 9-4, checking on the presenter's preference. Publicity for both sites should include directions for parking. Susan will investigate the possibilities of lunches and/or coffee being made available to attendees; Gonzaga operates through Marriott and UW through the University's Food Service.

After checking on availability of site dates, and the convenient Northwest visits of possible speakers known to Gary, the following workshop dates were penciled in:

Sept. 9 (Seattle) and Sept. 11 (Spokane), 2003
Disaster Planning, Response, and Recovery
Tom Clareson , OCLC Digital and Preservation Resources

Oct. 7 (Spokane) and Oct. 8 (Seattle), 2003
Controlling Pests: Where Eating Is Not Permitted
Dr. Thomas Parker, President, Pest Control Services, Inc., Conservation Center for
Art and Historic Artifacts

These will be announced on a "save these dates" basis, while Susan initiates action to achieve state contracts for the speakers.

With \$15,000 available for workshops, this cycle may be able to include a third workshop, particularly if the first two are completed for under \$5000 each. The group discussed offering a workshop as a possible pre-conference for the joint PNLA/WLA session in Wenatchee in August 2004 (SB comment—these funds must be expended by Sept. 30, 2004). Or a pre-conference, or at least a possibility of an adjacent date for a workshop, could be offered with the national PLA conference in Seattle in late February 2004, stressing preservation in public libraries. Washington attendees would have to be given preference in attendance.

Other dates may also be examined. Responses from the needs assessment survey could guide choice of subject, discovering from responses what potential attendees feel they would like to learn.

NEDCC IMLS Grant Proposal:

Gary reviewed a grant proposal that the Northeast Documents Conservation Center (NEDCC) has submitted to IMLS to fund preservation management training in the Pacific Northwest. NEDCC in partnership with three other regional preservation centers, the University of Washington, and OCLC would develop a model for providing training on preservation management, incorporating distance education techniques. The training would be developed in the first year, implemented as onsite training at UW in the second year, and as distance learning in the third year.

Web Page for the Washington Preservation Initiative:

Susan will offer text for creation of this as a portion of the Washington State Library/Office of the Secretary of State's website. Lee offered his assistance with the website if needed. (? "If we capture e-mail addresses, can send link.")

Preservation Needs Assessment:

See meeting attachments for a draft outline.

This will require preparation of an "informal solicitation" (available funding being less than \$20,000) for application from contractors willing to undertake this assignment. The preference would be to gather information both on the current status of library collections and of library staff's skill level and interest in preservation. It would probably not include K-12 level school libraries, except perhaps as a general inquiry to the 9 Educational Service Districts. This would be both to keep replies at a manageable level, and because the scope of school libraries would be less likely to include collections with preservation needs.

Because of the press of simultaneous needs, efforts for the needs assessment will probably fall behind that for workshop speakers and grant announcements. The advisory group would like to comment on the text of the solicitation before it is dispersed to possible contractors. The group's preference was that this would occur in June.

Messages on listservs can mention that people watch for the survey's appearance. Historical societies can also be approached, as well as the usual library list. The grant application can stress extra "points" for collaboration with other institutions in the town or area.

Washington Preservation Grant Cycle:

For this year, \$100,000 is available, to be spent by the recipients by Sept. 30, 2004.

(SB—as an general point of information, a Cultural Diversity Grant cycle which just closed offered \$250,000, in grant funds, while applicants made \$921,000 in requests.)

Grant Guidelines:

Group members offered general advice about the potential preservation grant cycle:

Grant reviews should contain constructive, written feedback. Offer a list of the group members (?and others) to act as advisers to answer questions from the grant applicants. Don't be discouraging to the applicants. (Gary shared a California State Library preservation grant application which contained some good ideas but had more rigid criteria than our group felt should be presented for Washington.)

Don't include a matching funds requirement. Ask people submitting more than one proposal to please prioritize them. Having local value would be of importance, as in uniqueness, centralizing scattered materials, or aiding access.

State that collaborative projects are encouraged. Grants would be offered, this year, for any amount up to \$20,000. Add that-small projects for \$500 or more are also welcome to apply.

Gary suggested that a sample proposal or model application be posted on the website. Ask them to quantify how at risk the collection is, and/or tell how this activity will improve community access.

It is hoped that successful grant applicants will be in receipt of their funds at least by November, 2003. Earlier would be preferable, but the time demands of the selection process are acknowledged.

Washington Preservation Proposal for 2004:

Gary is preparing a proposal to the Library Council of Washington for a second year of LSTA funding for the Washington Preservation Initiative. The request is likely to include \$15,000 for more workshops, \$2,000 for expenses, and \$300,000 for grants. Proposals are due June 13. With the Advisory Group's agreement, Linda will act as proposal sponsor to the Library Council of Washington, with a new requirement this year that each proposal will require a Council member as sponsor. The Council will meet for first review on July 9. Decisions on 2nd year funding will not be finalized until September, and will depend upon competition with other initiatives and other needs, and somewhat upon actions of the Legislature. All or a portion of the funds requested may be allocated.

Next Meeting:

The next advisory group meeting will be July 8, 2003, at 1:30 at the UW, in the same conference room but at the east end. Eastern Washington members are welcome to attend in person or by conference call/speaker phone.

Susan Barrett
6-03